NO VU-GRAPHS

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# OFFICE OF SECURITY
## (OFFICE AUTOMATION – MBO 84-05)

## AGENDA

- SECURITY INFORMATION MANAGEMENT SYSTEM (SIMS)

- SECURITY COMMUNICATIONS IMPROVEMENT PROJECT (SCIP)

25X1

       – RESULTS OF REMAINING FIELD OFFICE SURVEYS

25X1       ADP/OA UPDATE

25X1

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# OFFICE OF SECURITY

# SIMS

## (SECURITY INFORMATION MANAGEMENT SYSTEM)

## <u>ACCOMPLISHMENTS</u>

- BEGUN LOADING [        ] DATA INTO SIMS

25X1

- ESTABLISHED SIMS USERS TRAINING COURSE

- EXPANDED SIMS USER PARTICIPATION

- ENACTING SOFTWARE CONFIGURATION
  MANAGEMENT CONTROL

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# OFFICE OF SECURITY

# SIMS

## PLANNED ACTIVITIES

- COMPLETE USER ACCEPTANCE TESTING AND TRANSITIONING

- IMPLEMENT EXTERNAL SYSTEM INTERFACES

25X1

- FINALIZE CASE PROCESSING REQUIREMENTS

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# OFFICE OF SECURITY

# SCIP

# (SECURITY COMMUNICATIONS IMPROVEMENT PROJECT)

25X1

(WANG ALLIANCE)

## ACCOMPLISHMENTS

- COMPLETED SITE SURVEY             OCT 83

- FINALIZED A&E DESIGN SPECS      NOV 83

- BEGUN OFFICE RENOVATIONS      DEC 83

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# OFFICE OF SECURITY

# SCIP

25X1 ⟨_____⟩ **(WANG ALLIANCE)**

## PLANNED ACTIVITIES

| | |
|---|---|
| COMPLETE OFFICE RENOVATIONS | JAN 84 |
| COMPLETE SYSTEM ADMINISTRATION TRAINING | FEB 84 |
| INSTALL WANG EQUIPMENT | MAR 84 |
| LOCAL OPERATIONAL CAPABILITIES | MAR 84 |

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# OFFICE OF SECURITY

25X1

- **TOTAL DELTA DATA TERMINALS INSTALLED: 94**

    **– VM** 94 25X1

    **– 4C** 34

    26 25X1

- **TOTAL DATA ROYAL PRINTERS: 47**

# OFFICE OF SECURITY

25X1

- WANG ALLIANCE

  - 4 SYSTEMS TO BE INSTALLED BY 15 MAR

    FRONT OFFICE
    CLEARANCE DIVISION (2)
    SECURITY RECORDS DIVISION

  - 1 SYSTEM TO BE SURVEYED BY 29 FEB

    SECURITY SUPPORT DIVISION

D

# OFFICE OF SECURITY

## SECURITY AWARENESS ACTIVITIES

● **GENERAL UPDATE**

    – **SORT TRAINING**

    – **INDUSTRIAL AWARENESS**

    – **SECURITY BRIEFINGS**

    – **AUDIOVISUAL PROJECTS**
       **("SECURELY YOURS")**

25X1

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# OFFICE OF SECURITY

## SECURITY AWARENESS ACTIVITIES

- AUDIOVISUAL PROJECT
  ("SECURELY YOURS")

  - DEPICTS SECURITY IN OFFICE ROUTINE

  - DESIGNED FOR BOTH CLERICAL AND
    PROFESSIONAL AUDIENCES

  - SUPPLEMENTS "LIVE" BRIEFING

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# OFFICE OF SECURITY

## SCI REFERENCE HANDBOOK

- FIRST HANDBOOK AVAILABLE TO AREA/INDUSTRIAL SECURITY OFFICERS CONTAINING COMPREHENSIVE SCI SECURITY QUIDELINES

- A COMPILATION OF SOURCE MATERIALS

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# OFFICE OF SECURITY

## SCI REFERENCE HANDBOOK - CONTINUED

- INDOCTRINATION

  - SEPARATE ⬜⬜ BRIEFINGS
  - EXPLANATION ⬜
  - PROCEDURES FOR BRIEFING

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- IMPLEMENTATION

  - PHYSICAL, INFORMATION AND PERSONNEL SECURITY
  - LEGAL STATUTES AND EXECUTIVE ORDERS
  - REFERENCE PUBLICATIONS

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# OFFICE OF SECURITY

## SCI REFERENCE HANDBOOK – CONTINUED

- BENEFITS OF SCI HANDBOOK

  - INSURES ACCURATE/UNIFORM SCI INDOCTRINATIONS

  - PROVIDES SCI SUPPLEMENTAL GUIDELINES

  - FORMAT ALLOWS REVISION OF INFORMATION

  - ACCOUNTABLE, CONTROLLED DOCUMENT

- DISTRIBUTION

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# OFFICE OF SECURITY
SYSTEM SECURITY

25X1

- HARDWARE

  - "STAND ALONE" MAIN FRAME
  - LINKS TO TERMINALS
  - TERMINALS/PRINTERS APPROVED

25X1

25X1

- SOFTWARE (ACCESS TO DATA BASE/PRIVILEGES CONTROLLED BY SIGN-ON PROCEDURES)

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  - USER ID
  - GOV ORG
  - UNIQUE PASSWORD

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# OFFICE OF SECURITY
## SYSTEM SECURITY - CONTINUED

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- SECURITY VIOLATION REPORTS

    - ODP PROVIDES WEEKLY PRINTOUT

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- TWO AUDIT TRAILS

    - ODP "HISTORY TAPE" PROVIDES PRINTOUT OF ACTIVITY FROM TERMINAL

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# OFFICE OF SECURITY

## COMPUTER SECURITY ACTIVITIES

- CRAFT DEVELOPMENTS

- AUDIT ACTIVITIES

- INFORMATION SYSTEMS BOARD
  - COMPUTER SECURITY WORKING GROUP

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# OFFICE OF SECURITY

## CRAFT DEVELOPMENTS

- FY 1983 ACCOMPLISHMENTS

- FY 1984 GOALS

- ISSG IMPLICATIONS

- SECURITY REQUIREMENTS

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# OFFICE OF SECURITY

## AUDIT ACTIVITIES

- ISSG PROGRAMMING

- ILLUSTRATIVE CASES

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# OFFICE OF SECURITY

## INFORMATION SYSTEMS BOARD

- COMPUTER SECURITY WORKING GROUP

- INFORMATION SYSTEMS SECURITY ADVISORY
  PANEL

    - CHARTER

- DATA SHARING POLICY

- THE "PROBLEMS" LIST

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